



**North Norfolk Advisory Board (YAB)**  
**Minutes of Meeting**  
**Thursday 10 December 2020, 5.30 – 7.00pm**  
**ZOOM**

**Board members in attendance:**

Brenda - Community Focus Officer (North)  
 Dillion - Young Commissioner  
 Elena - Holt & Fakenham Library Manager  
 Helen - Community Focus Officer  
 Jade - Children & Young People's Participation Officer - NCC  
 Lucy - Young Commissioner  
 Robin - Commissioning & Service Development Manager (Adolescence) - NCC  
 Walter - Young Commissioner

**Also in attendance:**

Karen - MAP (Minutes)  
 Mel - MAP (Chair)

**Apologies:**

Rebecca - Communications & Engagement Senior Manager - NHS

**Board members not in attendance:**

Alison - North Walsham & Stalham Library Manager  
 Judy - Councillor - NCC  
 Katy - Head of Service - Norfolk & Waveney MIND  
 Kerry - Locality Manager - Library & Information Service - NCC  
 Lisa - Holt Youth Project  
 Mike - Sergeant - Norfolk Constabulary  
 Neelam - Commissioning Officer - NCC  
 Richard - Resilience & Emotional Health Practitioner - NHS  
 Sonia - Health & Communities Team Leader - North Norfolk District Council

	<b>Action</b>
<p><b>1.0 Welcome, Introductions and Icebreaker</b></p> <p>1.1 Mel led the meeting at the instruction of the Young Commissioners, welcomed all and started with introductions.</p> <p>1.2 The icebreaker was a game of A-Z Christmas words.</p>	
<p><b>2.0 Actions from the Last Board Meeting</b></p> <p>2.1 The actions from the last board meeting were as follows;</p> <p>Item 4.0 – Review Positive Volunteering End of Year Report            Mel to request a financial breakdown of the project and provide a deadline for submission of receipts to claim up to £2,000.</p>	<b>Complete</b>

<p>Item 5.0 – Discuss Library Link Final Payment Mel contact TBF to establish whether budget set aside for contingency fund has been spent.</p> <p>Item 7.0 – Review MAPs Extra Capacity End of Year Report Mel produce SLA for ECW.</p>	<p><b>Complete</b></p> <p><b>Complete</b></p>
<p><b>3.0 Young Commissioners Update</b></p> <p>3.1 Walter stated Young Commissioners are meeting each Wednesday to discuss any items relating to the YAB.</p> <p>On Friday’s the Young Commissioners do a quiz and reported it has been fun. Originally Mel and Gill came up with the questions but now the Young Commissioners are creating their own quizzes. Dillion recently created one all about drama.</p> <p>On Saturday 12 December, Young Commissioners will be doing a litter pick in Sheringham. The idea is then to have them take place in North Norfolk once a month.</p>	
<p><b>4.0 Unspent money discussion</b></p> <p>4.1 Library Link Project - £5,000 The Young Commissioners want to use the money to continue supporting young people accessing the libraries. The Young Commissioners did a brainstorming session during their Wednesday meeting and Mel presented their ideas to the board;</p> <ul style="list-style-type: none"> <li>• Reading challenge</li> <li>• Movie night</li> <li>• Scavenger hunt</li> <li>• Creative writing session</li> <li>• Games sessions</li> <li>• Book costume party</li> <li>• Working with local artist / libraries / young people to create a piece of artwork.</li> </ul> <p>There was positive feedback from board members. Elena stated they have been thinking about doing Escape Rooms, whereby young people would do challenges at the libraries, and thought that may appeal. In addition, there have been discussion at Fakenham Library to create a wall outside and do it as a mural and would potentially be worth pursuing.</p> <p>The board all agreed that it would be a good use of the £5,000. Moving forward into January 2021 Mel will start to plan with Young Commissioners and libraries.</p>	

<p><b>4.2 Contingency Fund - £2,000</b> In Summer, Young Commissioners received a wellbeing goody bag and MAP would like to roll this out in January 2021 to young people across Norfolk. NNYAB will receive a considerable amount and would like to work collaboratively with Brenda and Helen to ensure they are distributed to vulnerable young people.</p> <p>It was put to the board whether the £2,000 could be utilised as a contribution towards the goody bags to which it was agreed.</p> <p><b>4.3 Positive Volunteering Activities Project - £1,850.40</b> Mel opened it up to the board for discussion and ideas on how to best utilise the under spend. The board suggested;</p> <ul style="list-style-type: none"> <li>• Rolling funds over into the new financial year with a view to making decisions at a later date.</li> <li>• Residentials (COVID permitting) – Mel advised YAB already have a budget set aside specifically for this.</li> <li>• Young Commissioner Recruitment / Open Day – Mel stated because of COVID the YAB probably would have enough budget with their YCDP to enable this.</li> </ul> <p>The board agreed to revisit at a later stage to make a decision.</p>	
<p><b>5.0 BREAK</b></p>	
<p><b>6.0 CYP Mental Health Services &amp; Young People’s Involvement Progress Report</b></p> <p><b>6.1</b> Mel provided background information on the report and advised the YABs had each contributed £1,000 towards the project with NSFT providing the remainder of the funding.</p> <p>The feedback from the board was the work had been well done, had an impact on developing the process and encouraged the health service to think about young people’s voices. To the extent they have now set aside £270,000 a year to develop a participation model.</p>	
<p><b>7.0 AOB &amp; date of next meeting</b></p> <p><b>7.1</b> There no matters of any other business to discuss.</p> <p><b>7.2</b> The date of the next meeting is Monday 18 January 2021 at 5.30pm – 7.00pm on Zoom.</p> <p><b>7.3</b> The meeting concluded at 18.45.</p>	